

Canadian Society for the Study of
Education
XLVII Annual General Meeting
Vancouver, British Columbia
4 June 2019

Société canadienne pour l'étude de
l'éducation
XLVII^e Assemblée générale
annuelle
Vancouver (Colombie-Britannique)
Le 4 juin 2019



AGENDA

XLVII ANNUAL GENERAL MEETING

The University of British Columbia :: 4 June 2019

Ponderosa Commons Oak House Ballroom :: 12:15 – 1:15 P.M.

1.	Call to Order and Adoption of Agenda [MOTION: that the agenda be adopted.]	Thomas
2.	Approval of the Minutes	
	2.1 AGM, May 2018, University of Regina [MOTION: that the minutes of the XLVI Annual General Meeting be approved.]	Thomas
	2.2 Business Arising from Previous Minutes	Thomas
3.	President's Report	Thomas
4.	Federation for the Humanities and Social Sciences	Albanese / Miller
5.	Secretary-treasurer's Report	
	5.1 2018 Financial Report [MOTION: that the 2017 financial report be accepted.]	Kane
	5.2 2020 Budget [MOTION: that the 2020 budget be approved.]	Kane
	5.3 Appointment of auditors [MOTION: that the firm McCay Duff LLP be appointed auditors for 2019 fiscal year]	Kane
6.	Elections and Governance	
	Report of the 2019 Nominating Committee [MOTION: that the report of the nominating committee be accepted.]	Thomas
7.	Other Business	Thomas
8.	Next Meeting (Western University, 30 May – 3 June 2020) [tentative]	Thomas
9.	Adjournment [MOTION: that the meeting be adjourned.]	Thomas

The voice of Canada's educational research community * La voix de la communauté canadienne des chercheuses et des chercheurs en éducation

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Association of Canadian Deans of Education (ACDE) • Canadian Association for Curriculum Studies (CACS) • Canadian Association for Educational Psychology (CAEP)
• Canadian Association for Teacher Education (CATE) • Canadian Association for the Study of Educational Administration (CASEA) • Canadian Association for the Study of Indigenous Education (CASIE)
• Canadian Association for the Study of Women and Education (CASWE) • Canadian Association of Foundations of Education (CAFE) • Canadian Educational Researchers' Association (CERA)
• Comparative and International Education Society of Canada (CIESC) • Canadian Committee of Graduate Students in Education (CCGSE)

Association canadienne de chercheurs en éducation (ACCE) • Association canadienne des doyens et doyennes d'éducation (ACDE) • Association canadienne en psychopédagogie (ACPE)
• Association canadienne pour la formation des enseignants (ACFE) • Association canadienne pour l'étude de l'administration scolaire (ACÉAS)
• Association canadienne pour l'étude de l'éducation des autochtones (ACÉEA) • Association canadienne pour l'étude des fondements de l'éducation (ACÉFÉ)
• Association canadienne pour l'étude du curriculum (ACÉC) • Association canadienne pour l'étude sur les femmes et l'éducation (ACÉFÉ)
• Société canadienne d'éducation comparée et internationale (SCÉCI) • Comité canadien des étudiants diplômés en éducation (CCÉDE)

AGENDA

XLVI ANNUAL GENERAL MEETING

University of Regina :: 29 May 2018

Education Auditorium (EA) 106 :: 12:15 – 1:15 P.M.

Present were: Nicholas Ng-A-Fook (President), Lynn Thomas (President-elect), Giuliano Reis (Secretary-Treasurer), Jackie Kirk (CASEA), Shibao Guo (CIESC), Mark Aquash (CASIE), Kathy Sanford (CASWE), Jacqui Specht (CAEP), Michele Jacobsen (CATE) and 23 other members of the Society.

Quorum was achieved. (3% of 428 members = 13)

1.	<p>Call to Order and Adoption of Agenda Nicholas Ng-A-Fook called the meeting to order at 12:35 P.M. local time. Dr. Ng-A-Fook recognized the great warmth and welcoming atmosphere at the University of Regina and the Treaty 4 lands where the university is located.</p> <p>MOTION: that the agenda be adopted. Tim Hopper/Jacqui Specht CARRIED</p>
2.	<p>Approval of the Minutes</p> <p>2.1 AGM, May 2017, Ryerson University A spelling mistake was noted and to be corrected. MOTION: that the minutes of the XLV Annual General Meeting be approved. Michele Jacobsen/Jackie Kirk CARRIED with 1 abstention</p> <p>2.2 Business Arising from Previous Minutes There was no business arising from the minutes discussed.</p>
3.	<p>President's Report Dr. Ng-A-Fook reviewed the change of officers. Dr. Ng-A-Fook reported on the year in review which included enhanced infrastructure for CSSE, enhancements to the CJE, and enhancements to the conference services. Mike Holden was thanked for the work provided to CSSE in creating the dataset for the conference App. Further there were enhancements to staff salaries, additional staff positions, enhancements to governance with new policies, and a commitment to truth and reconciliation.</p> <p>A question was raised about the reduction of published articles from 60 to 40 for the CJE. Dr. Ng-A-Fook noted that the workload for the editors, and financial self-sufficiency were considerations in the reduction of published articles for the CJE; the number of published articles can be reviewed each year following recommendations from the CJE editorial advisory board, and the financial health of the CJE.</p>

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4.	<p>Secretary-treasurer's Report</p> <p>4.1 2017 Financial Report MOTION: that the 2017 financial report be accepted. Jackie Kirk/Ruth Kane CARRIED</p> <p>MOTION that the CSSE individual membership fees for memberships starting in 2019 be set as follows: Regular \$120, Retired \$80, International \$72. Cathy Bruce/Lynn Thomas CARRIED</p> <p>There were no changes to the student and unwaged categories. A suggestion was made to add information about cost to attend conference within the conference page or as part of the call for proposals.</p> <p>Dr. Ng-A-Fook talked about the need to grow the CSSE accumulated surplus to cover the new annual expenditures.</p>
4.2	<p>2019 Budget MOTION: that the 2019 budget be approved. Kathy Sanford/Tim Hopper CARRIED</p>
4.3	<p>Appointment of auditors MOTION: that the firm McCay Duff LLP be appointed auditors for 2018 fiscal year. Blaine Hatt/Jackie Kirk CARRIED</p>
5.	<p>Elections and Governance - Report of the 2018 Nominating Committee MOTION: that the report of the nominating committee be accepted.</p> <p>President-Elect: Lynn Thomas (Sherbrooke) – first year of two-year term Past President: Nicholas Ng-A-Fook (Ottawa) – one-year term Vice-president (Francophone): vacant – year four of four-year term (to be appointed) Vice-president (Anglophone): Dwayne Donald (Alberta) - appointed – year three of four-year term Secretary-Treasurer: Ruth Kane (Ottawa) – year one of four-year term Representatives of the Associations members (as elected by the Associations): ACDE – Kirk Anderson (MUN) CACs – Sean Wiebe (UPEI) and Paul I Zanazanian (McGill) CAEP – Jennifer Katz (UBC) and Ian Matheson (Regina)/Jeffrey MacCormack (Lethbridge) CAFE – Kurt Clausen (Nipissing) CASEA – Shelleyann Scott (Calgary) CASIE – Jacqueline Ottmann (Saskatchewan) CASWE – Ruth Kane (Ottawa) CATE – Michele Jacobsen (Calgary) CCGSE – pending group elections CERA – Peter Macmillan (UNBC) CIESC – Shibao Guo (Calgary)</p>
6.	<p>Other Business Dr. Ng-A-Fook thanked the directors for their service to CSSE. The Faculty of Education at the University of Regina, and in particular Keith Adolph and Wanneta Martin were thanked for their hospitality and warm spirit during the conference.</p>
7.	<p>Next Meeting The next annual general meeting will take place at The University of British Columbia during the CSSE conference, 1 – 5 June 2019.</p>
8.	<p>Adjournment</p>

MOTION: that the meeting be adjourned. Dwayne Donald

The meeting was adjourned at 1:25 P.M. local time.

CSSE INCOME STATEMENT
ÉTAT DES RÉSULTATS DE LA SCÉÉ
May 2019
Mai 2019

Summary / Sommaire

Revenues / Revenus

	2018 Actual Figures Montant réel	2019 Approved Budget Budget approuvé	2019 Budgetary Estimates Prévisions budgétaires	2020 Budget Budget
Annual Conference / Congrès annuel ⁽²⁾	\$ 88,913	\$ 167,000	\$ 160,000	\$ 128,000
CJE / RCÉ	\$ 53,064	\$ 52,000	\$ 55,000	\$ 55,000
General Revenues (Membership and Other Revenues) / Revenus généraux (Cotisations et autres revenus)	\$ 220,800	\$ 223,775	\$ 229,663	\$ 229,663
	<u>\$ 362,776</u>	<u>\$ 442,775</u>	<u>\$ 444,663</u>	<u>\$ 412,663</u>

Expenses / Dépenses

Annual Conference / Congrès annuel ⁽²⁾	\$ 111,090	\$ 62,000	\$ 84,500	\$ 84,500
CJE /RCÉ	\$ 65,489	\$ 77,637	\$ 56,500	\$ 56,500
Publications and Web / Publications et Web	\$ 7,108	\$ 13,500	\$ 7,500	\$ 7,500
Prizes / Prix	\$ 3,312	\$ 14,300	\$ 1,800	\$ 14,300
General Expenses / Dépenses générales	\$ 221,116	\$ 283,750	\$ 247,350	\$ 250,350
	<u>\$ 408,115</u>	<u>\$ 451,187</u>	<u>\$ 397,650</u>	<u>\$ 413,150</u>

Net Revenue / Revenu net ⁽¹⁾	(\$45,339)	(\$8,412)	\$47,013	(\$487)
Operating Surplus - Start / Excédent d'exploitations - Début	\$ 13,774	-\$ 31,565	-\$ 31,565	
Operating Surplus - End / Excédent d'exploitations - Fin	(\$31,565)	(\$39,977)	\$15,448	
Capital Fund / Fonds de capital ⁽¹⁾	<u>\$250,000</u>			
Balance / Solde	\$218,435			

⁽¹⁾ Past deficits reduced CSSE's accumulated surplus.
The CSSE Board of Directors agreed to build the
accumulated surplus close to one year's operating expense.

⁽²⁾ Annual Conference: In 2018, budgetted surplus was
\$21,500; 2018 surplus was \$22,177

Revenues / Revenus	2018	2019	2019	2020
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	approuvé	budgétaires	
Annual Conference / Congrès annuel				
Registration / Inscription ⁽¹⁾⁽²⁾	\$ 86,913	\$ 167,000	\$ 160,000	\$ 128,000
Other - Programme Enrichment / Autres - Enrichissement du programme ⁽⁴⁾	\$ 2,000	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ 88,913	\$ 167,000	\$ 160,000	\$ 128,000
Publications				
Secretariat Services (CJE) / Services du secrétariat (RCÉ)	\$ -	\$ -	\$ -	\$ -
Other / Autre ⁽²⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ -	\$ -	\$ -	\$ -
Membership / Adhésion				
Associate Institutional / Associés institutionnels	\$ -	\$ -	\$ -	\$ -
Individual / Individuels ^(2a)	\$ 100,980	\$ 105,000	\$ 111,000	\$ 111,000
Institutional / Institutionnels ^(2b)	\$ 19,118	\$ 17,500	\$ 18,000	\$ 18,000
Sub-total / Total partiel	\$ 120,098	\$ 122,500	\$ 129,000	\$ 129,000
Other Revenue / Autres revenus				
Charitable Donations / Dons de charité	\$ 790	\$ 675	\$ 750	\$ 750
Interest & Exchange / Intérêt et échange ⁽³⁾	\$ 1,813	\$ 2,500	\$ 1,813	\$ 1,813
Secretariat Services / Services du secrétariat	\$ 98,099	\$ 98,100	\$ 98,100	\$ 98,100
Prizes / Prix	\$ -	\$ -	\$ -	\$ -
Miscellaneous / Divers ⁽⁴⁾	\$ -	\$ -	\$ -	\$ -
Sub-total / Total partiel	\$ 100,702	\$ 101,275	\$ 100,663	\$ 100,663
Total	\$ 309,713	\$ 390,775	\$ 389,663	\$ 357,663

⁽¹⁾ A five-year average was used as necessary to determine the 2019 & 2020 budget amounts with a general and 2% registration fee increase.

^(2a) 2017 - 1001 members, 2018 - 1372 members, used 5-year average for 2020 budget.

^(2b) 2017 - 32 members, 2018 - 37 members, used 5-year average for 2020 budget.

⁽³⁾ includes interest receivable on \$218,000 GICs

⁽⁴⁾ Based on previous year.

⁽²⁾ In 2018, there were 778 delegates.

Expenses / Dépenses	2018	2019	2019	2020
	Actual	Approved	Budgetary	Budget
	Figures	Budget	Estimates	Budget
	Montant	Budget	Prévisions	Budget
	réel	Approuvé	budgétaires	
Annual Conference / Congrès annuel				
Programme APP, booklet, branding / APPLI, livret de programme, marquage	\$ 17,446	\$ 13,000	\$ 14,000	\$ 14,000
Conference Travel Support / Appui pour voyage au congrès	\$ 19,119	\$ 17,500	\$ 18,000	\$ 18,000
Other Grants / Autres subventions	\$ -	\$ -	\$ -	\$ -
Plenary Session & Guest Speakers / Séance plénière & conférenciers invités	\$ 1,046	\$ -	\$ 1,500	\$ 1,500
Reception / Réception	\$ 4,514	\$ 4,000	\$ 4,500	\$ 4,500
Translation / Traduction	\$ 3,495	\$ 6,500	\$ 4,000	\$ 4,000
Programme Enrichment / Enrichissement du programme	\$ 4,530	\$ 1,000	\$ 3,500	\$ 3,500
Audio-visual / Audio-visuel	\$ 9,936	\$ 8,000	\$ 8,000	\$ 8,000
Programme Committee / Comité du programme	\$ 15,821	\$ -	\$ 1,000	\$ 1,000
Administration (Roundtables, AGM, Staff/Tables rondes, AGA, personnel)	\$ 35,185	\$ 12,000	\$ 30,000	\$ 30,000
Sub-total / Total partiel	\$ 111,090	\$ 62,000	\$ 84,500	\$ 84,500
Publications				
Web and Database / Le Web et la base de données	\$ 4,712	\$ 6,000	\$ 5,000	\$ 5,000
CSSE support to CJE / Support de la SCÉÉ à la RCÉ	\$ 218	\$ 5,000	\$ -	\$ -
Newsletter / Bulletin	\$ 2,178	\$ 2,500	\$ 2,500	\$ 2,500
Sub-total / Total partiel	\$ 7,108	\$ 13,500	\$ 7,500	\$ 7,500
Board and Committees / Conseil et comités				
Ad Hoc Committees / Comités ad hoc	\$ -	\$ 150	\$ 150	\$ 150
Board of Directors / Conseil d'administration ⁽¹⁾	\$ 1,846	\$ 20,000	\$ 20,000	\$ 20,000
Representative Expenses / Dépenses pour la représentation	\$ 622	\$ 3,000	\$ 3,000	\$ 3,000
Standing Committees / Comités permanents ⁽¹⁾	\$ -	\$ -	\$ -	\$ -
Executive Committee / Bureau de direction	\$ 269	\$ 500	\$ 500	\$ 500
Sub-total / Total partiel	\$ 2,737	\$ 23,650	\$ 23,650	\$ 23,650
Prizes and Activities / Prix et activités				
Carol Crealock Award / Prix Carol-Crealock	\$ -	\$ 200	\$ 200	\$ 200
Coutts Award / Prix Coutts	\$ 2,092	\$ 1,500	\$ -	\$ 1,500
CJE Awards / Prix de la RCÉ	\$ 220	\$ 600	\$ 600	\$ 600
New Scholar Fellowships / Bourses pour les nouveaux chercheurs	\$ -	\$ -	\$ -	\$ -
Short-term Scholarly Events / Événements ponctuels axés sur la recherche	\$ 1,000	\$ 12,000	\$ 1,000	\$ 12,000
Sub-total / Total partiel	\$ 3,312	\$ 14,300	\$ 1,800	\$ 14,300
Administration and Overhead / Frais généraux du bureau				
Communications ^(a)	\$ 4,046	\$ 3,900	\$ 4,000	\$ 4,000
Cdn Cmte of Grad Students in Educ / Com can d'étudiants cycles sup en éduc	\$ 3,260	\$ 3,000	\$ 3,000	\$ 3,000
General Admin & Overhead / Frais généraux du bureau ^(b)	\$ 10,445	\$ 9,000	\$ 10,000	\$ 10,000
Office Equipment / Equipement de bureau ^(c)	\$ 8,956	\$ 7,000	\$ 9,000	\$ 9,000
Office & Directors' Insurance / Assurance pour le bureau et les administr.	\$ 6,683	\$ 6,700	\$ 6,700	\$ 6,700
Office Rent / Loyer de bureau	\$ 8,847	\$ 9,000	\$ 9,500	\$ 9,500
Printing, Duplicating & Supplies / Imprimerie et four. de bureau	\$ 547	\$ 1,500	\$ 1,500	\$ 1,500
Professional Services / Services professionnels ^(d)	\$ 6,360	\$ 7,000	\$ 7,000	\$ 7,000
Payroll / Salaires	\$ 160,591	\$ 204,000	\$ 164,000	\$ 167,000
Memberships / Affiliations ^(e)	\$ 8,643	\$ 9,000	\$ 9,000	\$ 9,000
Sub-total / Total partiel	\$ 218,379	\$ 260,100	\$ 223,700	\$ 226,700
Total	\$ 342,626	\$ 373,550	\$ 341,150	\$ 356,650

⁽¹⁾ Most of these costs will be incurred in November.

^(a) includes telephone service, long distance, Internet, postage and courier (net of shared costs)

^(b) includes advertising & promotion, bank charges, credit card commissions, misc

^(c) includes mailing equipment, amortization, service contract and computer/software upgrades

^(d) includes audit, legal fees, and general translation

^(e) includes membership in the CFHSS and CEA

Canadian Journal of Education
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May 2019
Mai 2019
Income Statement
État des résultats

	2018 Actual Figures	2019 Approved Budget	2019 Budgetary Estimates	2020 Budget
	Montant réel	Budget approuvé	Prévisions budgétaires	Budget
Revenues / Revenus				
Advertising / Annonces	\$ -	\$ -	\$ -	\$ -
SSHRC Grant / Subvention du CRSH	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Royalties / Redevances ⁽¹⁾	\$ 23,064	\$ 22,000	\$ 25,000	\$ 25,000
Transfer from CSSE for membership / Virement de la SCÉÉ	\$ -	\$ -	\$ -	\$ -
Interest / Intérêt	\$ -	\$ -	\$ -	\$ -
Other / Autre	\$ -	\$ -	\$ -	\$ -
Total	\$ 53,064	\$ 52,000	\$ 55,000	\$ 55,000

Expenses / Dépenses

Management Administration - Personnel / Gestion par la SCÉÉ - personnelle ⁽³⁾	\$ 20,764	\$ 22,587	\$ 15,000	\$ 15,000
Administration expenses / Dépenses administratives ⁽¹⁾	\$ 518	\$ 750	\$ 750	\$ 750
Institutional administrative support / Soutien administratif institutionnel	\$ 19,050	\$ 22,500	\$ 15,000	\$ 15,000
Editorial Work / Travail de rédaction ⁽³⁾	\$ 21,806	\$ 28,000	\$ 22,000	\$ 22,000
Abstract translations / Traductions des résumés	\$ 2,558	\$ 1,750	\$ 2,000	\$ 2,000
Editorial Board / Comité de rédaction	\$ -	\$ 200	\$ 200	\$ 200
Web	\$ 794	\$ 1,100	\$ 800	\$ 800
Promotion	\$ -	\$ 750	\$ 750	\$ 750
Total	\$ 65,489	\$ 77,637	\$ 56,500	\$ 56,500

Summary / Sommaire

Revenues / Revenus	\$ 53,064	\$ 52,000	\$ 55,000	\$ 55,000
Expenses / Dépenses	\$ 65,489	\$ 77,637	\$ 56,500	\$ 56,500
Surplus (Deficit) / Revenu net	(\$12,425)	(\$25,637)	(\$1,500)	(\$1,500)
Surplus (Deficit) - Beginning / Excédent - Début	-\$ 26,234		-\$ 38,659	
Surplus (Deficit) - End / Excédent - Fin	-\$ 38,659		-\$ 40,159	

⁽¹⁾ For the 2020 budget, a five-year average has been used.

⁽³⁾ As the manuscript management moved independent of the editors, this amount covers the costs.

Election Results for 2019-2020 year:

President: Lynn Thomas (Sherbrooke) – second year of two-year term

President-Elect: Jacqueline Ottmann (Saskatchewan) –one-year term

Vice-president (Francophone): Abdoulaye Anne – year one of four-year term

Vice-president (Anglophone): Dwayne Donald (Alberta) - appointed – year four of four-year term

Secretary-Treasurer: Ruth Kane (Ottawa) – year two of four-year term

Representatives of the Associations members (as elected by the Associations):

ACDE – Cathy Bruce (Trent)

CACS – Dawn Wiseman (Bishop's) and Kathryn Ricketts (Regina)

CAEP – Ian Matheson (Queen's)/Jeffrey MacCormack (Lethbridge)

CAFE – pending group elections

CASEA – Shelley Scott (Calgary)

CASIE – Jacqueline Ottmann (Saskatchewan)

CASWE – pending group elections

CATE – Michele Jacobsen (Calgary)

CCGSE – Patricia Jagger (Alberta)

CERA – Louis Volante (Brock)

CIESC – Steve Sider (Wilfrid Laurier)